



County of Los Angeles  
**CHIEF ADMINISTRATIVE OFFICE**

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012  
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DAVID E. JANSSEN  
Chief Administrative Officer

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Second District

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Third District

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Fifth District

May 8, 2007

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**EXERCISE OF THE OPTION TO EXTEND THE LEASE TERM FOR FIVE YEARS  
LEASE NO. 73948  
SHERIFF'S DEPARTMENT  
3010 EAST VICTORIA STREET, RANCHO DOMINGUEZ  
(SECOND DISTRICT) (3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Exercise the option to extend the term of the current lease with Mitsubishi Warehouse California Corporation (Lessor), for an additional five-year term. The current lease is on a month-to-month holdover as of April 2, 2007. The new term will commence upon Board approval. The proposed lease extension will provide the Sheriff with the continued use of 14,040 rentable square feet of office space and 94 surface parking spaces. The lease costs include the initial annual base rent which will not exceed \$221,079 plus annual insurance and utilities costs estimated to be approximately \$45,490. The annual lease costs which total \$266,569 are 100 percent net County cost (NCC).
2. Find that the option exercise is exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to Class 1, Section r, of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987 and Section 15061 (b) (3) of the State CEQA Guidelines.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Since 1990, the Sheriff's Department has occupied the subject facility which is in close proximity to the Carson Sheriff's Station. The facility currently houses 58 staff including seven staff members of the Multi-agency Criminal Apprehension Detail (MCAD)/Cargo Cats Unit, 28 staff members of the Safe Streets Bureau (SSB) and 23 staff members of the Community Law Enforcement and Recovery (CLEAR).

The MCAD/Cargo Cats Unit, assigned to the Commercial Crimes Bureau, investigates cargo related theft and works in partnership with the transportation, warehouse and insurance industries. SSB, which includes the Cal Gang Unit, CLEAR and Operations Safe Streets/Gang Enforcement Team (OSS/GET), is primarily responsible for the investigation of gang related crimes and coordinates gang prevention, intervention and suppression programs.

The facility provides a confidential and secure operational environment for the aforementioned units and a centralized site for multi-agency collaborative crime prevention efforts, training and department applicant background investigations. The units are assigned to operate within close proximity to the Long Beach Harbor, the Alameda Corridor, local freeways and the south, west, central and east areas of Los Angeles County. The occupancy of the facility may vary daily to accommodate additional multi-agency law enforcement personnel and department applicants.

The current lease required the County of Los Angeles (County) to exercise a five-year renewal option prior to January 1, 2007, however, at the County's request, the Lessor has extended the period to exercise the option. Approval of the proposed option exercise will extend the lease term under the prevailing terms, conditions, cancellation right and rental rate and will provide the Sheriff uninterrupted use of the premises to continue program operations.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The Countywide Strategic Plan directs that we provide the public with the effective delivery of services and information (Goal 1), that we enhance the quality and productivity of the workforce (Goal 2), and that we increase public safety and security of all County residents (Goal 8). The proposed option to extend the lease supports these goals through the provision of a central facility to support multi-agency collaborative crime prevention, training and department applicant background investigation.

### **FISCAL IMPACT/FINANCING**

The initial annual base rent will not exceed \$221,079 plus insurance and utilities estimated to be approximately \$45,490, for a total annual lease cost of \$266,569. The monthly base rent will remain subject to an annual adjustment based upon the Consumer Price Index (CPI), capped at three percent. The lease is modified gross whereby the Lessor is responsible for all operating costs associated with the County's occupancy with the exception of insurance and utilities. The lease provides 94 on-site surface parking spaces included in the base rent.

<b>3010 East Victoria Street</b>	<b>Current Lease Term</b>	<b>Proposed Term</b>	<b>Change</b>
Area (Square Feet)	14,040	14,040	None
Term (years)	Five years	Five years	None
Annual Base Rent	\$221,079(\$15.75) net insurance and utilities	\$221,079 (\$15.75) net insurance and utilities	None
Option	One five-year option	One five-year option	None
Rental adjustment	Annual CPI capped at three percent	Annual CPI capped at three percent	None
Parking	94 surface parking spaces included in the base rent	94 surface parking spaces included in the base rent	None
Cancellation	After the third year of the lease term, upon written notice no earlier than 270 days, nor later than 180 days prior to the third year anniversary	After the third year of the lease term, upon written notice no earlier than 270 days, nor later than 180 days prior to the third year anniversary	None

Sufficient funding for the proposed lease is included in the 2006-07 Rent Expense Budget and will be charged back to the Sheriff's Department. The tenant programs are 100 percent NCC.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The proposed exercise of the option to extend the lease term for an additional five years provides 14,040 rentable square feet of office space and 94 surface parking spaces under the prevailing terms, conditions, cancellation right and rental rate. There are no changes to the lease as indicated above.

The Chief Administrative Office (CAO) Real Estate Division staff surveyed the immediate area to determine the availability of comparable and more economical sites. Staff was unable to identify any sites in the surveyed area that could accommodate this requirement more economically. Attachment B shows all County owned and leased facilities within a five mile radius of the City of Carson Sheriff's Station. Based upon the survey, staff has established that the annual rental range for similar space is between \$17.40 and \$19.80 per square foot on a full service gross basis. For comparison purposes, the annual rental rate of \$15.75, adjusted to full service gross to include the cost of insurance and utilities, is \$18.99. Therefore, the proposed rental rate is in the mid-range of the full service gross market rates for this area.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

In accordance with your Board's policy on the housing of any County offices or activities, the Sheriff's Department concurs with this recommendation to exercise the option.

### **NEGATIVE DECLARATION/ENVIRONMENTAL IMPACT REPORT**

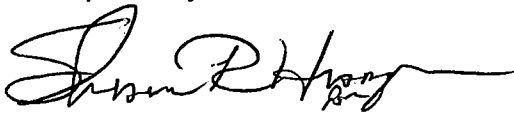
The CAO has performed an initial study of environmental factors and has concluded the option exercise is exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to Class 1, Section r, of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987 and Section 15061 (b) (3) of the State CEQA Guidelines.

The Honorable Board of Supervisors  
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**CONCLUSION**

It is requested that the Executive Officer, Board of Supervisors, return two adopted, stamped Board letters, and two certified copies of the Minute Order to the CAO, Real Estate Division, 222 South Hill Street, 4<sup>th</sup> Floor, Los Angeles, CA 90012 for further processing.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "David E. Janssen", with a long horizontal flourish extending to the right.

DAVID E. JANSSEN  
Chief Administrative Officer

DEJ:WLD:CEM  
MM:hd

Attachments (2)

c: County Counsel  
Auditor-Controller  
Sheriff's Department

3010Victoria.b

**SHERIFF'S DEPARTMENT  
3010 EAST VICTORIA STREET, RANCHO DOMINGUEZ**

Asset Management Principles Compliance Form<sup>1</sup>

<b>1.</b>	<b><u>Occupancy</u></b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
A	Does lease consolidate administrative functions? <sup>2</sup> <b>Administrative functions will remain centralized at Sheriff headquarters.</b>		X	
B	Does lease co-locate with other functions to better serve clients? <sup>2</sup> <b>The Department will continue to use the building exclusively for Sheriff programs.</b>		X	
C	Does this lease centralize business support functions? <sup>2</sup>			X
D	Does this lease meet the guideline of 200 sq.ft of space per person? <sup>2</sup> <b>The premises provide 58 personnel approximately 242 sq. ft. per person. The facility is used by multiple agencies involved in crime prevention and training. Department applicants visit the facility for interview and background investigation.</b>		X	
<b>2.</b>	<b><u>Capital</u></b>			
A	Should this program be in leased space to maximize State/Federal funding?			X
B	If not, is this a long term County program?	X		
C	Is it a substantial net County cost (NCC) program? <b>100%</b>	X		
D	If yes to 2 B or C; is it a capital lease or an operating lease with an option to buy?		X	
E	If no, are there any suitable County-owned facilities available?		X	
F	If yes, why is lease being recommended over occupancy in County-owned space?			X
G	Is Building Description Report attached as Attachment B?	X		
H	Was build-to-suit or capital project considered? <b>Budget constraints and program size prohibited the consideration of a build-to-suit or capital project.</b>		X	
<b>3.</b>	<b><u>Portfolio Management</u></b>			
A	Did department utilize CAO Space Request Evaluation (SRE)?	X		
B	Was the space need justified?	X		
C	If a renewal lease, was co-location with other County departments considered?		X	
D	Why was this program not co-located?			
	1. ___ The program clientele requires a "stand alone" parking area.			
	2. <u>X</u> No suitable County occupied properties in project area.			
	3. <u>X</u> No County-owned facilities available for the project.			
	4. ___ Could not get City clearance or approval.			
	5. ___ The Program is being co-located.			
E	Is lease a full service lease? <sup>2</sup> <b>Net insurance and utilities. The lessor will not pay the cost of insurance and utilities.</b>		X	
F	Has growth projection been considered in space request? <b>No growth anticipated</b>	X		
G	Has the Dept. of Public Works completed seismic review/approval?	X		
	<sup>1</sup> As approved by the Board of Supervisors 11/17/98			
	<sup>2</sup> If not, why not?			

**SHERIFF'S DEPARTMENT**  
**SPACE SEARCH 5 MILE RADIUS OF CARSON SHERIFF'S STATION**

LACO	FACILITY NAME	ADDRESS	SQUARE GROSS	FEET NET	OWNERSHIP	SQUARE FEET AVAILABLE
6420	COMPTON COURTHOUSE	200 W COMPTON BLVD, COMPTON 90220	576467	205939	OWNED	NONE
X169	DPSS-COMPTON AP DISTRICT OFFICE	211 E ALONDRA BLVD, COMPTON 90220	48135	38777	OWNED	NONE
C600	DPSS-SOUTH FAMILY AP/SPECIAL DISTRICT OFFICES	17600 A/B S SANTA FE AVE, RANCHO DOMINGUEZ 90221	133000	103324	LEASED	NONE
A655	ALT PD & PUB DEFENDER-TORRANCE BRANCH OFFICES	3655 TORRANCE BLVD, TORRANCE 90503	10994	7769	LEASED	NONE
5177	TORRANCE COURTHOUSE	825 MAPLE AVE, TORRANCE 90503-5058	155368	75242	FINANCED	NONE
5043	TORRANCE COURTHOUSE-ANNEX	3221 TORRANCE BLVD, TORRANCE 90503	16996	9560	OWNED	NONE
A414	DCFS-REGION II HEADQUARTERS/ TORRANCE OFFICE	2325 CRENSHAW BLVD, TORRANCE 90501	60804	57764	LEASED	NONE
2063	HARBOR-REI ADMINISTRATION BUILDING N-14	1124 W CARSON ST, TORRANCE 90502	11802	8829	OWNED	NONE
A074	CSSD-DIVISION V HDQTERS/ TORRANCE HEALTH CTR	20221 S HAMILTON ST, TORRANCE 90502-1321	66825	54835	LEASED	NONE
A959	DPSS-PARAMOUNT AP DISTRICT/GAIN PROGRAM REG V	2959 E VICTORIA ST, RANCHO DOMINGUEZ 90221	54000	44280	LEASED	NONE
6333	LOMITA ADMINISTRATIVE CENTER	24330 NARBONNE AVE, LOMITA 90717	30517	20493	OWNED	NONE
5786	DHS-WILMINGTON HEALTH CENTER	1325 BROAD AVE, WILMINGTON 90744	9034	4512	OWNED	NONE
A547	ASSESSOR-SOUTH DISTRICT OFFICE BUILDING	1401 E WILLOW ST, SIGNAL HILL 90806	34051	29284	LEASED	NONE